

MINUTES
GREEN BAY ECONOMIC DEVELOPMENT AUTHORITY
Monday, December 11, 2017
5:00 PM

MEMBERS PRESENT: Chair Gary Sikich, Mike Borlee, Phil Hilgenberg, Pam Parish, Eric Genrich

MEMBERS EXCUSED: Ald. Tom De Wane, Mahamed Rage

OTHERS PRESENT: Wendy Townsend, Matt Buchanan, Economic Development Department

1. Roll call.

The meeting was called to order at 5:00 p.m. by Chair, G. Sikich. Roll call was taken as noted above.

2. Approval of agenda.

A motion was made by P. Parish to approve the agenda and seconded by M. Borlee. Motion carried.

3. Approval of the minutes for the September 13, 2017 meeting.

A motion was made by M. Borlee to approve the minutes of the September 13, 2017 EDA meeting and was seconded by P. Parish. Motion carried.

NEW BUSINESS

4. Consideration with possible action on Master Services Agreement with Stantec Consulting Services, Inc. for EPA Brownfield Community-Wide Assessment Grant

M. Buchanan stated the City has been awarded a \$300,000 Brownfields Community-wide Assessment Grant from EPA that started October 1, 2017 and has a three year grant period. The City is required to contract with a consultant to perform a variety of grant-eligible activities, including, but not limited to Phase I and Phase II Environmental Site Assessments, site investigations, remedial action planning and community outreach. The City worked with Stantec in the past and would like to work with them again since the staff has that built in relationship and they know the City's sites. The three target areas for the City's grant projects are the Velp Corridor, University Avenue and Broadway, but the

grant is community-wide and staff can also choose other areas in the community as well.

After discussion a motion was made by E. Genrich and seconded by P. Hilgenberg to authorize staff to sign Master Services Agreement Task Order with Stantec Consulting Services, Inc. Motion carried.

INFORMATIONAL ITEMS

5. Update on Brownfields Program

M. Buchanan presented all of the brownfields assessment activities conducted thus far funded through the 2017 EPA grant. The Rail Yard's Supplemental Site Investigation and Remedial Action Plan are completed and approved by WDNR. The remediation activities are planned for spring 2018.

The Ship Yard's Site plan is being designed and the Development Agreement approved by City Council. Remedial Action Plan will begin after the site plan is approved. Staff is drafting a Management Agreement.

Nature's Way Production Facility is proposed at 1038 Erie Road and RDA will be acquiring. The Phase I was completed and no recognized environmental conditions found. Redevelopment is planned in 2018.

901-917 Main Street is a RDA owned property. G. Bader has proposed to build a 3-story building with 20 apartments on the second and third floors and retail or offices on the main floor. Phase I is completed and recognized environmental conditions have been found. Phase II will be underway in the next month.

Concert Venue and parking for the Ship Yard project are proposed at 401, 505-517 S. Broadway. Most of the parcels are owned by RDA. 401 S Broadway is owned by Wisconsin Public Service. Staff will use the grant for a Phase I assessment.

EDA staff submitted another grant application through EPA for a Revolving Loan Fund to be used for brownfield cleanup activities. It is a great tool used in a lot of communities and it is a very difficult grant to obtain.

6. Update on Revolving Loan Fund Program

W. Townsend handed out a spreadsheet of 49 revolving loans listed dating back to 1998 and reviewed the data with the RLF Committee. All the loans were listed by the name of the business, loan amount, amount repaid, type of business,

default amount and if the loan is currently active or repaid. The Loan status as of 12/1/2017:

- Repayments 25
- Active Loans 16
- Defaults 7
- Forgivable 1

Motion to adjourn made by P. Parish and seconded by E. Genrich. Motion carried.